

Government of the People's Republic of Bangladesh  
Ministry of Disaster Management and Relief  
(Training Section)  
Bangladesh Secretariat, Dhaka  
[www.modmr.gov.bd](http://www.modmr.gov.bd)

Memo No. 51.00.0000.250.25.011.16(Part-1)-232

Date: 15.07.2018

To: Chief Accounts Officer  
Ministry of Disaster Management and Relief  
16, Abdul Gani Road, Dhaka-1000.

Subject: Government approval for "Study Visit in Japan and Malaysia during 17-23 July, 2018 or nearer date".

The undersigned is directed to convey the approval of the Government of the People's Republic of Bangladesh in favour of the following delegation from Ministry of Disaster Management and Relief for "Study Visit in Japan and Malaysia during 17-23 July, 2018 or nearer date" in compliance with the terms and conditions described in para 2.

**Members of the Delegation:**

Serial No	Name and Designation	Remarks
01	Mr. Mofazzal Hossain Chowdhury Maya, Bir Bikram, MP, Hon'ble Minister, Ministry of Disaster Management and Relief and Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief	Head of Delegation
02	Mr. Dharendra Debnath Shambhu, MP, Hon'ble Chairman, Parliamentary Standing Committee on Ministry of Disaster Management and Relief	Member
03	Mr. B M Muzammel Haque, MP, Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief	Member
04	Ms. Momotaz Begom, MP, Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief	Member
05	Mr. Abdur Rahaman Badi, MP and Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief	Member
06	Mr. Shafiqul Islam Shimul, MP and Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief	Member
07	Mr. Syed Abu Hossain, MP and Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief	Member
08	Mr. Nitish Chandra Sarkar, Joint Secretary Bangladesh National Parliament Secretariat	Member
09	Mr. Ahmadul Haque, Director (Deputy Secretary) Cyclone Preparedness Programme, Ministry of Disaster Management and Relief	Member
10	Mr. Mohammad Hussain, PS to Hon'ble Minister (Deputy Secretary) Ministry of Disaster Management and Relief	Member
11	Mr. Mohammad Anowar Hossain, Senior Assistant Secretary Ministry of Disaster Management and Relief	Member

1.A. Mrs. Parveen Chowdhury, spouse of Hon'ble Minister Mr. Mofazzal Hossain Chowdhury Maya, Bir Bikram, MP will accompany him and Hon'ble Minister will bear all the expenses for his spouse.

2. The terms and conditions:

- a. The delegation will start their journey from Dhaka on a convenient date near to 16 July, 2018 or nearer date and return to Dhaka on 24 July, 2018 or nearer date.
- b. The period of this visit and the time spent for travel and transit will be treated as on duty.
- c. They will draw their pay and allowances in local currency, no part of it shall be drawn in foreign currency.
- d. All the expenses in this regard will be borne from MoDMR's Code no. "3231101-Foreign Training expenses" of 2018-2019.
- e. They will not be allowed to stay abroad more than the approved period.
- f. The delegation will submit a report on the visit within 15 (Fifteen) days after their return from the visit.

3. This order is issued with the approval of the competent authority.

Sd/-  
(Mohammad Anowar Hossain)  
Senior Assistant Secretary  
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Copy Forwarded for kind information and necessary action to (not according to seniority) :

01. Mr. Mofazzal Hossain Chowdhury Maya, Bir Bikram, MP Hon'ble Minister, Ministry of Disaster Management and Relief, Dhaka.
02. Mr. Dharendra Debnath Shambhu. MP, Hon'ble Chairman, Parliamentary Standing Committee on Ministry of Disaster Management and Relief, Bangladesh National Parliament.
03. Mr. B M Muzammel Haque, MP, Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief, Bangladesh National Parliament.
04. Ms. Momotaz Begom, MP, Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief, Bangladesh National Parliament.
05. Mr. Abdur Rahaman Badi, MP and Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief, Bangladesh National Parliament.
06. Mr. Shafiqul Islam Shimul, MP and Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief, Bangladesh National Parliament.
07. Mr. Syed Abu Hossain, MP and Hon'ble Member, Parliamentary Standing Committee on Ministry of Disaster Management and Relief, Bangladesh National Parliament.
08. H.E. Ambassador, Embassy of Japan in Bangladesh, plot No. 5 & 7, Dutabash Road, Baridhara, Dhaka-1212.
09. H. E. High Commissioner, Malaysian High Commission in Dhaka, House No. 19, Road No. 6, Baridhara, Dhaka 1212.
10. H.E. Ambassador, Embassy of the People's Republic of Bangladesh in Japan, 4/15/15 Meguro, Meguro-ku, Tokyo-153-0063.
11. H. E. High Commissioner, Bangladesh High Commission in Malaysia, No-5, Lot 9 & 10, Jalan Sultan Yahya Petra, 54100 Kuala Lumpur, Wilayah Persekutuan, Malaysia.
12. Director General (Consular), Ministry of Foreign Affairs, Dhaka.
13. Director General, Immigration and Passport, Agargaon, Dhaka.
14. Joint Secretary (Training/Services), Ministry of Disaster Management and Relief, Dhaka.
15. Mr. Nitish Chandra Sarkar, Joint Secretary, Bangladesh National Parliament Secretariat.
16. Director (Asia), Ministry of Foreign Affairs, Dhaka (With request to issue Note Verbale).
17. Director, Hazrat Shahjalal International Airport, Dhaka.
18. Mr. Ahmadul Haque, Director (Deputy Secretary), Cyclone Preparedness Programme, Ministry of Disaster Management and Relief, Dhaka.
19. Mr. Mohammad Hussain, PS to Hon'ble Minister (Deputy Secretary), Ministry of Disaster Management and Relief, Dhaka.
20. PS to Hon'ble Speaker, Bangladesh National Parliament.
21. PS to Hon'ble Minister, Ministry of Disaster Management and Relief, Dhaka.
22. PS to Cabinet Secretary, Cabinet Division, Bangladesh Secretariat, Dhaka.
23. PS to Principal Secretary, Prime Minister's Office, Tejgaon, Dhaka.
24. PS to Senior Secretary, Ministry of Public Administration, Bangladesh Secretariat, Dhaka.
25. PS to Secretary, Ministry of Foreign Affairs/ Public Security Division/Security Services Division. Ministry of Home Affairs/ Prime Minister's Office/Bangladesh National Parliament Secretariat/ Ministry of Disaster Management and Relief, Dhaka.
26. Mr. Mohammad Anowar Hossain, Senior Assistant Secretary, Ministry of Disaster Management and Relief, Dhaka.
27. System Analyst, Ministry of Disaster Management and Relief, Dhaka (For uploading to website).
28. Protocol Officer.....(All), Ministry of Disaster Management and Relief, Dhaka.
29. PA to Additional Secretary (Admin/Parliament & Coordination), Ministry of Disaster Management and Relief, Dhaka.

  
(Mohammad Anowar Hossain)  
Senior Assistant Secretary